

Minutes of: PARKS AND RECREATION COMMISSION  
Time of Meeting: 5:30 P.M.  
Date of Meeting: November 19, 2007  
Place of Meeting: City Council Chambers

### **CALL TO ORDER**

Chairperson Craig called the Regular Meeting to order at 5:30 p.m.

### **ROLL CALL**

Present: Chairperson Craig, Commissioners Comstock, Cooper, George, Hubbard, Lyons, and Martyns

### **Staff Members Present:**

Ken Price, Recreation Director  
Mark Steyaert, Park Development Manager  
Kyle Lancaster, Public Works Superintendent – General Services  
Judi Vincent, Management Analyst  
Sue Spickard, Recreation Services Manager  
Mick Calarco, Recreation Services Manager  
Lori Swenck, Recreation Area Manager  
Gian Lauro, Recreation Area Manager  
Debbie Jo McCool, Administrative Secretary  
Suzanne Smithson, Deputy Library Director

### **ANNOUNCEMENTS**

None.

### **APPROVAL OF MINUTES**

**ACTION:** On motion by Commissioner Comstock, the Minutes of the Regular Meeting held on October 15, 2007 were approved.  
**AYES:** Chairperson Craig, Commissioners Cooper, Hubbard, and Lyons  
**NOES:** None  
**ABSTAIN:** Commissioners Comstock and George  
**ABSENT:** None

### **INTRODUCTIONS**

None.

**PRESENTATIONS**

Ken Price, Recreation Director, announced Mick Calarco's promotion to Recreation Services Manager and stated that Mr. Calarco's scope of responsibilities will include overseeing the Leo Carrillo Ranch, Calavera Hills and Stagecoach Community Centers.

Commissioner George requested a copy of the new staff organizational chart for the Commissioners.

**PUBLIC OPEN FORUM**

None

**APPROVAL OF AGENDA**

**ACTION:** On motion by Commissioner Lyons, the Agenda for November 19, 2007 was approved.  
**AYES:** Chairperson Craig, Commissioners Comstock, Cooper, George, Hubbard, Lyons, and Martyns  
**NOES:** None  
**ABSTAIN:** None  
**ABSENT:** None

**CONSENT CALENDAR**

1. **AB # 1107-1 SUMMARY REPORT – (ACTION)**  
To accept, approve and file the October 15, 2007 Parks and Recreation Commission Meeting Summary Report
2. **AB # 1107-2 RECEIPT OF DONATIONS- PUMPKIN PLUNGE 2007– (ACTION)**  
To accept donations of cash and products in support of the Recreation Department's Pumpkin Plunge 2007 event, and to recommend acceptance by the City Manager
3. **AB # 1107-3 RECEIPT OF DONATION – OPPORTUNITY GRANTS PROGRAM – (ACTION)**  
To accept a cash donation in support of the Recreation Department's Opportunity Grants program, and to recommend acceptance by the City Council
4. **AB # 1107-4 RECEIPT OF DONATION FROM THE FRIENDS OF CARRILLO RANCH, INC. – (ACTION)**  
To accept donations of materials, supplies, and service hours from The Friends of Carrillo Ranch, Inc., and to recommend acceptance by the City Council

5. **AB # 1107-5 RECEIPT OF DONATION – DAWN REDWOOD INTERPRETIVE TRAIL AT LEO CARRILLO RANCH – (ACTION)**

To accept the donation of the Dawn Redwood Interpretive Trail at Leo Carrillo Ranch Historic Park, and to recommend acceptance by the City Manager

6. **AB # 1107-6 RECEIPT OF DONATION – LEO CARRILLO RANCH PICNIC SHELTER – (ACTION)**

To accept the donation of a Picnic Shelter at Leo Carrillo Ranch Historic Park, and to recommend acceptance by the City Manager

**ACTION:** On motion by Commissioner Comstock, AB #1107-1, AB #1107-2, AB#1107-3, AB #1107-4, AB #1107-5, and AB #1107-6 of the Consent Calendar were approved.

**AYES:** Chairperson Craig, Commissioners Comstock, Cooper, George, Hubbard, Lyons, and Martyns

**NOES:** None

**ABSTAIN:** None

**ABSENT:** None

**DEPARTMENTAL REPORTS**

7. **AB # 1107-7 UPDATE ON ALGA NORTE PARK – (INFO)**

Mark Steyaert, Park Development Manager, updated the Commission on the construction bid process on the Alga Norte Park project. Mr. Steyaert discussed the bids that were received, and indicated that Engineering and the City Attorney's office will be meeting together to make a decision on the bid soon. He also mentioned that a bid protest had been received and was being reviewed by the City Attorney's Office. Mr. Steyaert informed the Commission that there is no City Council date set yet to award the bid.

**ACTION:** On motion by Commissioner Comstock, AB #1107-7, to accept and file a staff report was approved.

**AYES:** Chairperson Craig, Commissioners Comstock, Cooper, George, Hubbard, and Lyons

**NOES:** None

**ABSTAIN:** None

**ABSENT:** None

8. **AB # 1107-8 PHASE I OF THE CARLSBAD HERITAGE TREE REPORT FOR THE HISTORIC VILLAGE DISTRICT– (ACTION)**

Kyle Lancaster, Public Works Superintendent, made a presentation to the Parks and Recreation Commission regarding Phase I of the Carlsbad Heritage Tree Report for the Historic Village District. Copies of the presentation and relevant documentation were included in the Commissioners' agenda packets for the evening. He explained that he was asking for acceptance of Phase I and requested that it be forwarded to the City Council for adoption and incorporation into the Carlsbad Community Forest Management Plan. He spoke about the background of the Heritage Tree Report and introduced Suzanne Smithson, Deputy Library

Director, liaison to the Historic Preservation Commission, and Arborist Mark Wisniewski. Mr. Wisniewski spoke about the report and responded to Commissioners' questions.

- ACTION:** On motion by Commissioner Comstock, AB #1107-8, to accept Phase I of the Carlsbad Heritage Tree Report for the Historic Village District and recommend that it be forwarded to the City Council, along with staff's recommendations for City-owned Heritage Trees, for adoption and incorporation into the Carlsbad Forest Management Plan, was approved.
- AYES:** Chairperson Craig, Commissioners Comstock, Cooper, George, Hubbard, Lyons, and Martyns
- NOES:** None
- ABSTAIN:** None
- ABSENT:** None

9. **AB # 1107-9 PROPOSED REVISIONS TO COUNCIL POLICY 28 (FACILITY USE REGULATIONS) – (ACTION)**

Mick Calarco, Recreation Service Manager, explained to the Commission that the purpose of the revisions to Council Policy 28 is to have consistency within the department and to have more control over events in the City's parks.

Mr. Calarco explained the proposed revisions as follows:

- Non Refundable Security Deposit
- Group size requiring a facility use application for rental permit of 25 or more people
- City observed holidays - all facilities (except parks) will be closed
- Special Event Permit triggers
  - Attendance in excess of 350 people
  - Alcoholic beverage service
  - Amplified sound
  - Glass containers
- Criteria to cancel an event and permit revocation
- Applicant must possess on the day of event the following documents:
  - Copy of Facility Use Regulations
  - Completed and signed application
  - Approved permit
  - Valid photo I.D.
  - Special Event Permit (if required)
- Alcoholic Beverages restrictions - Mr. Calarco described how alcoholic beverage service would not be allowed at events held specifically as a celebration for a minor (e.g. birthday parties and Quinceaneras).
- Insurance requirements
- Cleaning/Damage Deposit (up to \$5,000 depending on risk factors)
- Designated Rental areas
- Inflatable Party jumps (no larger than 15' x 15')
- City owned tennis courts (May not be reserved, but is on a first come, first served basis)
- Non-profit user criteria for new community sports organizations (Class B

## Classification)

- Submit non-profit proof within 90 days prior to field allocation meeting
- Minimum of 215 registered participants per sport by one governing association (70% of which must be Carlsbad residents).
- Subletting Athletic Fields (not allowed without prior authorization)
- Tournaments (Resident and Non-profit resident sport organization)
- Senior Center Cleaning Charge (for Saturday evening rentals to prepare for Sunday morning rentals)
- Smoking prohibited (updated to comply with state law)

After the staff presentation, the Commissioners had several follow-up questions and comments, including the following:

Commissioner Hubbard asked if the swim complex would be closed during all City observed holidays. Sue Spickard, Recreation Services Manager, explained that the swim complex is only closed for major holidays (e.g. Thanksgiving and Christmas). Commissioner Hubbard requested that the policy be clarified to reflect that.

Commissioner Cooper inquired as to the status of the tobacco control issue that was brought before the Commission at a prior meeting. Judi Vincent, Management Analyst, informed the Commission that staff was currently drafting a City Council agenda bill regarding the Commission's recommendations for tobacco control. It was mentioned that the agenda bill should be ready for either a January or February City Council meeting.

Commissioner Comstock commented that he thought the 70% residency requirement for non-profit user groups was too low and that he would like to see that percentage go up. He also inquired as to the residency percentage other cities require in similar matters. Gian Lauro, Recreation Supervisor, responded that 70% is the norm for residency requirements for the surrounding North County cities.

Commissioner George stated her concerns regarding the alcoholic beverage restriction at events held for minors. She commented that certain ethnic and cultural groups may feel discriminated against if alcoholic beverages are not allowed at such events as Quinceaneras and Bar Mitzvahs, which are traditional events held for minors in certain cultures, but where many adults are present and where alcohol is often served.

Mick Calarco, Recreation Service Manager, restated that in Council Policy 28 restrictions are for alcohol not being allowed to be served at any celebration for a minor. He explained that having children present at an event (such as a wedding) would not mean that alcohol would be restricted, just if the event is held specifically to celebrate an event for a minor.

Commissioner Comstock asked Commissioner George about Quinceaneras and asked why alcohol was part of the tradition. Ms. George responded that a Quinceanera is for a 15 year old coming into maturity. She further commented that the reception is similar to a wedding reception, with many adults celebrating. Ms. George also stated that it's often tradition to have a champagne toast at such events.

Commissioner Martyns responded that other ethnic or religious groups, such as Irish Catholics, may also be impacted, as they often customarily consume alcohol at these types of events as well. He commented that if people felt that alcohol was a central part of their event for a minor, than they could hold their event somewhere else.

Commissioner Craig asked if the department has held Quinceanera events in the past. Mr. Calarco responded that he has held two such events at Leo Carrillo Ranch and that both of those events were alcohol free events.

Commissioner Hubbard asked Mr. Calarco if alcohol will still be allowed at such events as TGIF jazz in the park events. Mr. Calarco stated that alcohol is allowed at the TGIF jazz in the park events because it is considered an adult event.

**ACTION:** On motion by Commissioner Comstock, AB #1107-9, to accept and file the staff report and recommend acceptance by the City Council was approved.  
**AYES:** Chairperson Craig, Commissioners Comstock, Cooper, Lyons, and Martyns  
**NOES:** Commissioners George and Hubbard  
**ABSTAIN:** None  
**ABSENT:** None

The Recreation Director clarified with Commissioners George and Hubbard that their “no” vote was specifically due to the alcohol restriction on events held specifically as celebrations for a minor and that they were in agreement with the rest of the policy change. They stated that was correct.

**10. AB # 1107-10 UPDATE ON CITIZEN CONCERNS REGARDING HIDDEN CANYON PARK – (ACTION)**

Lori Swenck, Recreation Area Manager, made a presentation regarding an update on citizen concerns regarding Hidden Canyon Park, and the steps that staff has taken since the matter was last presented to the Commissioners.

Ms. Swenck commented that there have been six rentals since she last reported to the Commissioners and that there have been no complaints or problems in that time. She asked that staff be given a minimum of six months to pursue and enact the proposed recommendations. Ms. Swenck reported that staff will monitor and document results and maintain open dialog with residents and asked that staff be allowed to report back to the Commission in April 2008 with results.

**ACTION:** On motion by Commissioner Comstock, AB #1107-10, to accept and file the staff report was approved.  
**AYES:** Chairperson Craig, Commissioners Comstock, Cooper, George, Hubbard, Lyons, and Martyns  
**NOES:** None  
**ABSTAIN:** None  
**ABSENT:** None

**COMMITTEE/COUNCIL REPORTS**

Commissioner Comstock reported that the City has had two meetings with the public on Prop D with 140 people in attendance. He stated that there will be eight more focused meetings and the next meeting is scheduled for December 3<sup>rd</sup> at 6:30 p.m. at the Faraday Center.

Mark Steyaert, Park Development Manager, gave an update on the Skatepark Subcommittee's progress. He stated that last month the Subcommittee narrowed down two possible site choices for a skatepark (old reservoir site and Hosp Grove). Mr. Steyaert stated that he organized a site visit with experts in the skatepark field (Miki Vuckovich from the Tony Hawk Foundation and Brian Moore from the Site Design Group) to visit the reservoir site, Hosp Grove, and Pine Avenue Park (Madison properties). He mentioned that Commissioner Hubbard went on the site visit as well. Mr. Steyaert commented that the experts offered valuable insight into the pros and cons of each site and recommended that he present more detail on the Subcommittee's findings at the next Parks and Recreation meeting. He also explained that the City Council had asked staff to get a more accurate cost figure on the expansion of the current Skatepark at the Safety Center. Commissioner Hubbard recommended that this item be put on the agenda for the January meeting.

**AGENDA ITEMS FOR FUTURE COMMISSION MEETING**

1. Parks and Recreation Commission meeting schedule for January and February 2008
2. Statepark Subcommittee Update

**ADJOURNMENT**

**ACTION:** On motion by Commissioner Cooper to adjourn the Regular Meeting at 7:15 p.m. to Leo Carrillo Ranch on December 7, 2007 at 5:30 p.m.

**AYES:** Chairperson Craig, Commissioners Comstock, Cooper, George, Hubbard, Lyons, and Martyns

**NOES:** None

**ABSTAIN:** None

**ABSENT:** None

Respectfully submitted,

Michele Hardy  
Minutes Clerk